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तकनीकी ड्राइंग और अन्य ड्राइंग कार्यालयी प्रलेखों की माइक्रोफिल्म बनाना

भाग 3 35 मि.मी. माइक्रोफिल्म के लिए छिद्र कार्ड

(पहला पुनरीक्षण)

Indian Standard

MICROFILMING OF TECHNICAL DRAWINGS AND OTHER DRAWING OFFICE DOCUMENTS

PART 3 APERTURE CARD FOR 35 mm MICROFILM

(First Revision)

ICS 01.100.01;37.080

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BUREAU OF INDIAN STANDARDS
MANAK BHAVAN, 9 BAHADUR SHAH ZAFAR MARG
NEW DELHI 110002

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Documentation and Information Sectional Committee, MSD 5

NATIONAL FOREWORD

This Indian Standard (Part 3) (First Revision) which is identical with ISO 3272-3 : 2001 'Microfilming of technical drawings and other drawing office documents — Part 3 : Aperture card for 35 mm microfilm' issued by the International Organization for Standardization (ISO) was adopted by the Bureau of Indian Standards on the recommendations of the Documentation and Information Sectional Committee and approval of the Management and Systems Division Council.

This standard, originally published in 1990, was based on ISO 3272-3 : 1975. The first revision of IS 12879 (Part 3) has been necessitated because of the publication of ISO 3272-3 : 2001 which cancels and replaces the first edition (ISO 3272-3 :1975).

The text of ISO Standard has been approved as suitable for publication as an Indian Standard without deviations. Certain conventions are, however, not identical to those used in Indian Standards. Attention is particularly drawn to the following:

> Wherever the words 'International Standard' appear referring to this standard, they should be read as 'Indian Standard'.

CROSS REFERENCES

In this adopted standard, references appear to certain International Standards for which Indian Standards also exist. The corresponding Indian Standards which are to be substituted in their place are listed below along with their degree of equivalence for the editions indicated :

International Standard	*Corresponding Indian Standard*	*Degree of Equivalence*
ISO 6196-1 : 1993 Micrographics — Vocabulary — Part 1 : General terms	IS 15027 (Part 1) : 2001 Micrographics — Vocabulary: Part 1 General terms	Identical
ISO 6196-2 : 1993 Micrographics — Vocabulary — Part 2 : Image positions and methods of recording	IS 15027 (Part 2) : 2001 Micrographics — Vocabulary: Part 2 Image positions and methods of recording	do
ISO 6196-3 : 1997 Micrographics — Vocabulary — Part 3 : Film processing	IS 15027 (Part 3) : 2003 Micrographics — Vocabulary: Part 3 Film processing	do
ISO 6196-4 : 1998 Micrographics — Vocabulary — Part 4 : Materials and packaging	IS 15027 (Part 4) : 2003 Micrographics — Vocabulary: Part 4 Materials and packaging	do

In this adopted standard, reference has also been made to the following International Standards for which there are no Indian Standards:

International Standard	*Title*
ISO 1681 : 1973	Information processing — Unpunched paper cards — Specification
ISO 6342 : 1993	Micrographics — Aperture cards — Methods of measuring thickness of buildup area.
ISO 6343 : 1981	Micrographics — Unitized microfilm carrier (aperture card) — Determination of adhesion of protection sheet to aperture adhesive

(*Continued on third cover*)

Indian Standard

MICROFILMING OF TECHNICAL DRAWINGS AND OTHER DRAWING OFFICE DOCUMENTS

PART 3 APERTURE CARD FOR 35 mm MICROFILM

(First Revision)

1 Scope

This part of ISO 3272 specifies the technical characteristics of tab size aperture cards, data processing type, in which the aperture does or does not contain raw microfilm. It covers tape-type and jacket-type aperture cards, including camera cards.

This part of ISO 3272 does not apply to A6 aperture cards.

2 Normative references

The following normative documents contain provisions which, through reference in this text, constitute provisions of this part of ISO 3272. For dated references, subsequent amendments to, or revisions of, any of these publications do not apply. However, parties to agreements based on this part of ISO 3272 are encouraged to investigate the possibility of applying the most recent editions of the normative documents indicated below. For undated references, the latest edition of the normative document referred to applies. Members of ISO and IEC maintain registers of currently valid International Standards.

ISO 1681:1973, *Information processing — Unpunched paper cards — Specification*

ISO 6196-1:1993, *Micrographics — Vocabulary — Part 1: General terms*

ISO 6196-2:1993, *Micrographics — Vocabulary — Part 2: Image positions and methods of recording*

ISO 6196-3:1997, *Micrographics — Vocabulary — Part 3: Film processing*

ISO 6196-4:1998, *Micrographics — Vocabulary — Part 4: Materials and packaging*

ISO 6342:1993, *Micrographics — Aperture cards — Methods of measuring thickness of buildup area*

ISO 6343:1981, *Micrographics — Unitized microfilm carrier (aperture card) — Determination of adhesion of protection sheet to aperture adhesive*

3 Terms and definitions

For the purposes of this part of ISO 3272, the terms and definitions given in ISO 6196 (Parts 1 to 4) and the following apply.

3.1

face

⟨of card⟩ side of the card that faces the observer when the image in the microfilm is right reading

3.2
back
⟨of card⟩ side opposite of card

4 Physical characteristics of the aperture card

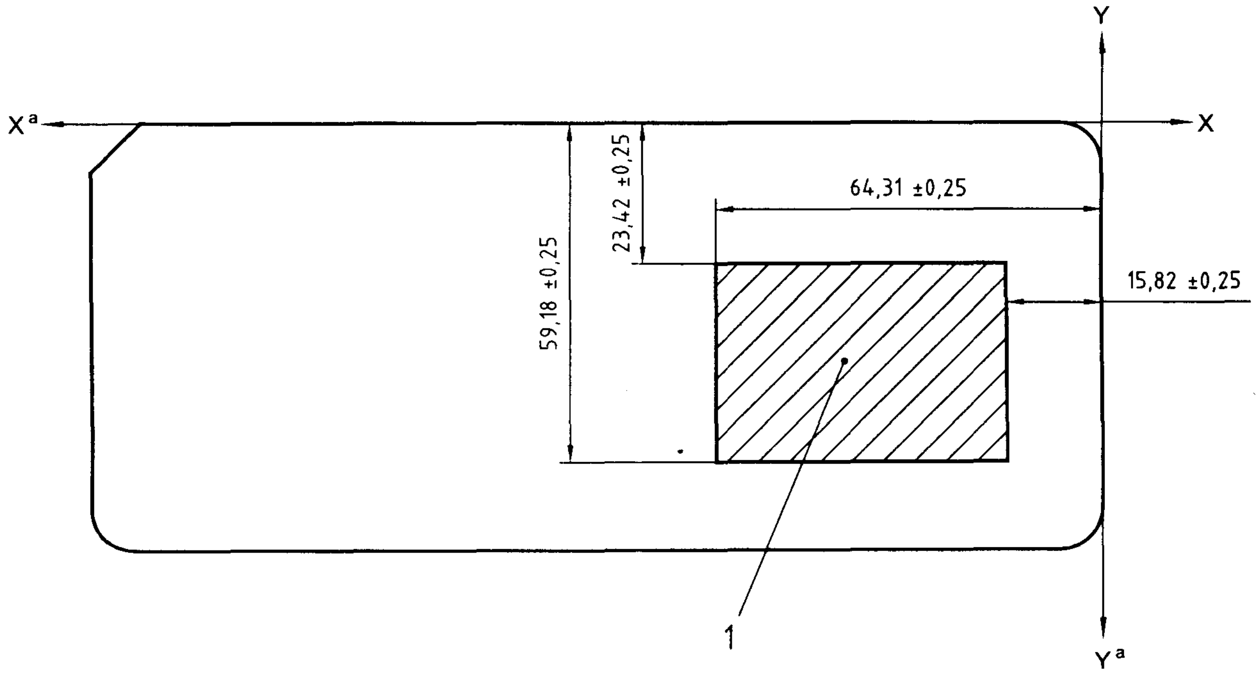
4.1 Material

Cards used for making aperture cards shall be unpunched paper cards that conform to ISO 1681. (See annex A.)

4.2 Aperture characteristics

The dimensions and location of the aperture in the card shall be as indicated in Figure 1.

Dimensions in millimetres



Key

1 Aperture location

NOTE For squareness of the buildup location to the card, the distance from the datum lines of the inner and outer horizontal and vertical edges of the buildup location shall not vary by more than 0,04 mm.

[a] Datum line.

Figure 1 — Card location and dimensions of rectangular hole in card

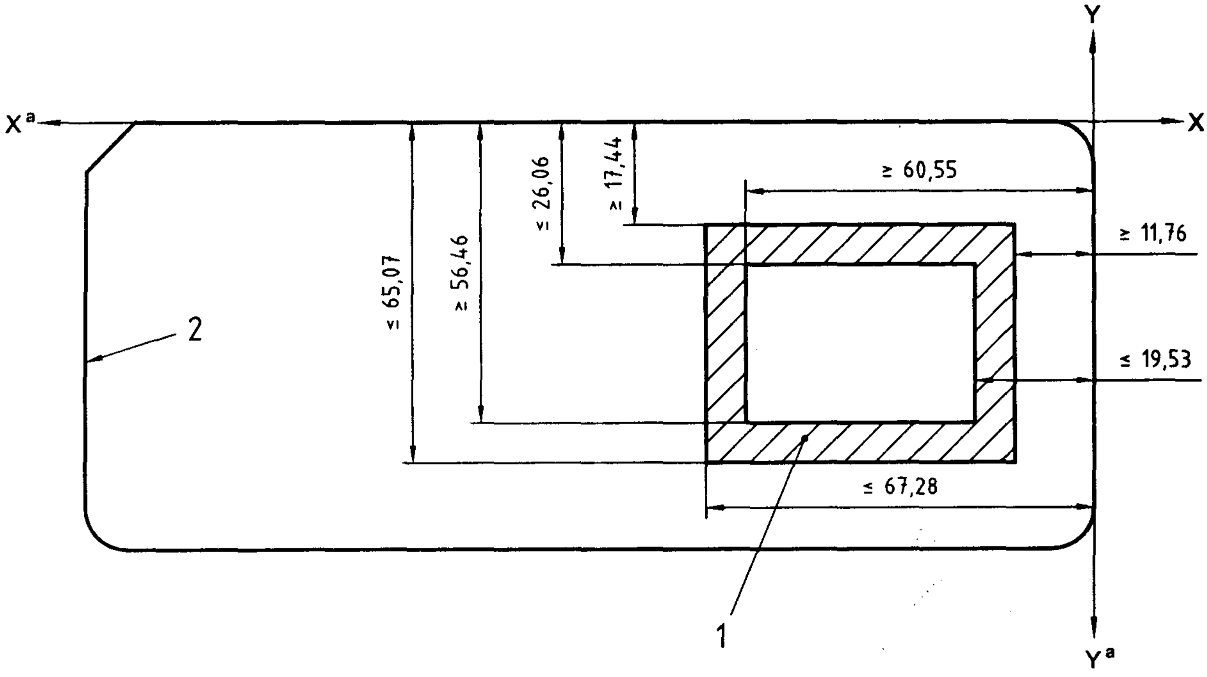
4.3 Tape-type cards

This type of aperture card holds the film in place within the aperture by means of a pressure-sensitive adhesive tape which is attached to the film and to one side of the card.

4.3.1 Location of adhesive tape

The dimensions and location of the adhesive tape shall be as defined in Figure 2. For tape-face cards, used for odd number generation microfilm, adhesive tape shall be attached to the face of the card; and for tape-back cards, used for even number generation microfilm, the adhesive tape shall be attached to the back of the card.

Dimensions in millimetres



Key

1 Adhesive tape area

2 Overall tabulating card size

[a] Datum line.

Figure 2 — The location and dimensions of the adhesive tape for tape-type construction

4.3.2 Adhesion of protection sheet to adhesive tape

The adhesive on the tape shall be protected, before the microfilm is mounted, by a translucent sheet of release paper.

Values for the maximum and minimum adhesion of the protection sheet, to facilitate the removal of the protection sheet manually or automatically, shall comply with the requirements of ISO 6343.

NOTE As bond strength of the adhesive increases with contact time, so the ease of removal of the protection sheet decreases.

4.3.3 Buildup thickness

The difference between the thickness of the aperture card alone and the total thickness of the card plus the adhesive tape after manufacture is the buildup thickness. The buildup thickness, measured in accordance with ISO 6342, shall not be greater than 5 µm.

4.4 Jacket-type cards

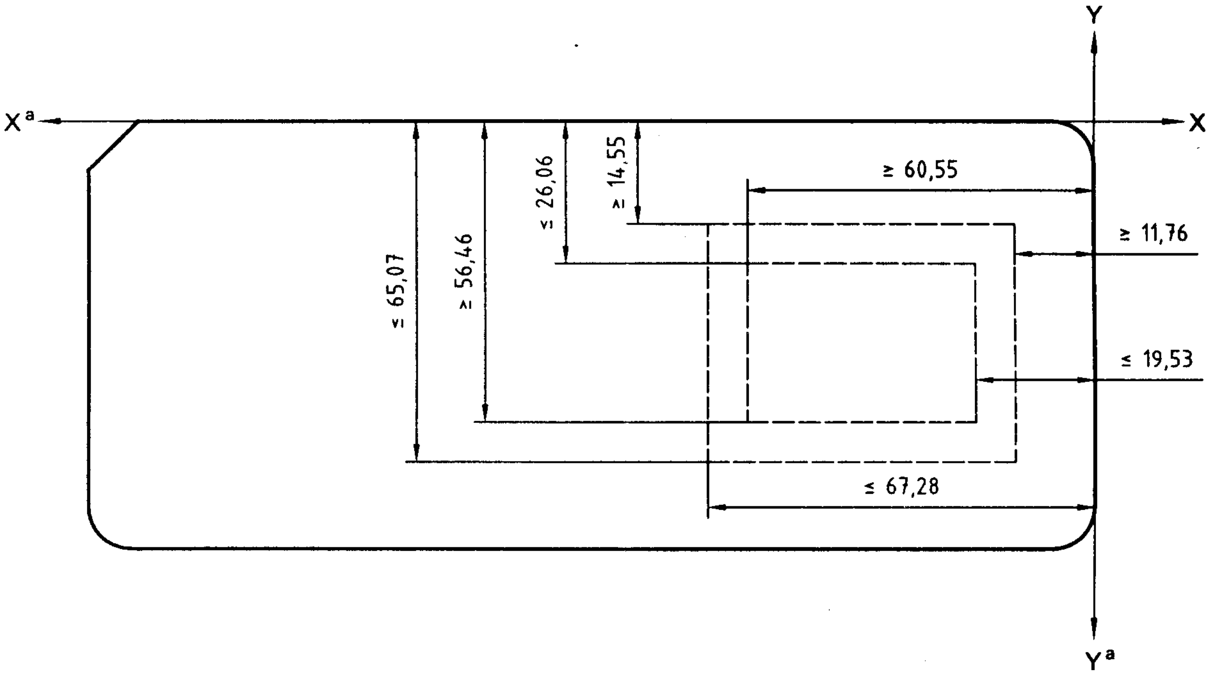
4.4.1 General

This type of aperture card holds the film in place within the aperture by means of two support sheets attached to either side of the card, which form a pocket enclosing the aperture into which the film is placed. The support sheets shall be made of thin, optically clear polyester film.

4.4.2 Location of support sheets

The dimensions and location of the support sheets shall be as indicated in Figure 3.

Dimensions in millimetres



NOTE For squareness of the buildup location to the card, the distance from the datum lines of the inner and outer horizontal and vertical edges of the buildup location shall not vary by more than 0,04 mm.

[a] Datum line.

Figure 3 — Location and dimensions of support sheet for jacket-type construction

Annex A
(informative)

Aperture cards, corner and colours

A.1 Corner shape and corner cut

Cards should have three round corners and one cut corner. It is preferred that, when viewed from the face of the card, the cut is top left, but top right may be used.

A.2 Colour

It is recommended that different generations of microform be identified by differently coloured or coloured striped cards.

A.3 Colour stripes

Colour stripes may be of any width and placed on the card in any position. It is normal to use one colour. Most frequently used is a stripe along the top of the card which extends 6,5 mm down from the top edge. The colour stripe should be printed on the card and not produce any significant buildup on the card.

Bibliography

[1] ISO 3272-1:1983, *Microfilming of technical drawings and other drawing office documents — Part 1: Operating procedures*

[2] ISO 3272-2:1994, *Microfilming of technical drawings and other drawing office documents — Part 2: Quality criteria and control of 35 mm silver gelatin microfilms*

(Continued from second cover)

The Technical Committee responsible for the preparation of this standard has reviewed the provisions of the above referred documents, and has decided that they are acceptable for use in conjunction with this standard.

In addition to this part ISO 3272 'Microfilming of technical drawings and other drawing office documents' has the following parts:

Part 1 : Operating procedures
Part 2 : Quality criteria and control of 35mm silver gelatin microfilms
Part 4 : Microfilming of drawings of special and exceptional elongated sizes
Part 5 : Test procedures for diazo duplicating of microfilm images in aperture cards
Part 6 : Quality criteria and control of systems for enlargements from 35 mm microfilm

For Parts 1, 2, 4, and 5 of ISO 3272, Indian Standards also exist and are identical with ISO Standards.

Annex A of this Indian Standard is for information only and does not form a part of the standard.

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Amendments are issued to standards as the need arises on the basis of comments. Standards are also reviewed periodically; a standard along with amendments is reaffirmed when such review indicates that no changes are needed; if the review indicates that changes are needed, it is taken up for revision. Users of Indian Standards should ascertain that they are in possession of the latest amendments or edition by referring to the latest issue of 'BIS Catalogue' and 'Standards: Monthly Additions'.

This Indian Standard has been developed from Doc: No. **MSD 5 (294)**.

Amendments Issued Since Publication

Amend No.	Date of Issue	Text Affected

BUREAU OF INDIAN STANDARDS

Headquarters:

Manak Bhavan, 9 Bahadur Shah Zafar Marg, New Delhi 110002
Telephones: 2323 0131, 2323 3375, 2323 9402 *website* : www.bis.org.in

Regional Offices:		Telephones
Central	Manak Bhavan, 9 Bahadur Shah Zafar Marg NEW DELHI 110002	2323 7617 2323 3841
Eastern	1/14 C.I.T. Scheme VII M, V.I.P. Road, Kankurgachi KOLKATA 700054	2337 8499, 2337 8561 2337 8626, 2337 9120
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